Meal Refusals and Time out Refusals

529.1 PURPOSE

To provide proper tracking and referrals of missed meals and/or missed out of cell time and ensure appropriate referrals are made.

529.2 3RD MEAL REFUSAL/ 3RD HOUR OUT REFUSAL

If an inmate declines 3 consecutive meals OR an inmate declines 3 consecutive days/opportunities for out-of-cell time, the following will be done:

1. Housing Deputy: Shall complete a log entry in the electronic unit log and an incident report indicating that inmate has either missed: 3 or more consecutive meals, or 3 or more consecutive days out of cell,
2. The entry MUST include the inmate's name & indicate that a mental health referral is requested
3. Check the "Mental Health" box in the Cell Log Alerts Check the "Classification" box for inmates who have had no out-of-cell time for 6 consecutive days.
4. Check the "Optional-Copy Narrative to Inmate Note" box
5. Select the correct inmate from the pull-down menu
6. Save

529.3 ACTIONS BY GRAVEYARD HOUSING SERGEANT

After receiving the end-of-shift count, the Housing Sergeant will:

1. Check the "Search Date" in the "Housing Notes-Cell Log"
2. Enter the prior day's date and 0600 in 1st box and the current day's date & 0600 in 2nd bo
3. Select "Mental Health" in the Cell Log Flags Filter
4. Select the search button
5. Print the generated report and a copy of the incident report for mental health, medical, and the classification team and place it in the appropriate mailbox.

529.4 6 MEAL REFUSALS WITHIN 72 HOURS

If an inmate has missed 6 or more meals within 72 hour period, medical staff will be notified as follows:

Housing Deputy:

1. Complete a log entry in the electronic unit log and an incident reportindicating that the inmate has missed 6
   meals within 72 hours and medical follow-up is requested

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2. Check the "Medical Follow-up Request" AND the "Mental Health" box in the Cell Log Alerts.
3. Check the "Optional-Copy Narrative to Inmate Note" box
4. Select the correct inmate from the pull-down menu

Graveyard Housing Sergeant:
After receiving the end-of-shift count, the Housing Sergeant will:

1. Check the "Search Date" in the "Housing Notes-Cell Log"
2. Enter the prior day's date and 0600 in the 1st box and the current day's date & 0600 in the 2nd box
3. Select "Medical Follow-up Request" in the Cell Log Flags Filter
   Select the search button
4. Document the inmate's name and the medical referral in the Supervisor's Briefing Report (On weekends and Holidays the reports should be delivered to the on-duty nurse)
5. Print the generated report and a copy of the incident report for mental health, medical, and the classification team and place it in the appropriate mailbox.

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